



PAPAIOEA
PALMERSTON
NORTH
CITY

PALMERSTON NORTH CITY COUNCIL

AGENDA

CULTURE & SPORT COMMITTEE

1:00 PM, WEDNESDAY 7 FEBRUARY 2024

COUNCIL CHAMBER, FIRST FLOOR
CIVIC ADMINISTRATION BUILDING
32 THE SQUARE, PALMERSTON NORTH

MEMBERS

Rachel Bowen (Chair)
Billy Meehan (Deputy Chair)
Grant Smith (The Mayor)

Mark Arnott
Vaughan Dennison
Lew Findlay (QSM)
Roly Fitzgerald
Patrick Handcock
(ONZM)

Leonie Hapeta
Debi Marshall-Lobb
William Wood
Kaydee Zabelin

AGENDA ITEMS, IF NOT ATTACHED, CAN BE VIEWED AT

pncc.govt.nz | Civic Administration Building, 32 The Square
City Library | Ashhurst Community Library | Linton Library

Waid Crockett

Chief Executive | PALMERSTON NORTH CITY COUNCIL

CULTURE & SPORT COMMITTEE MEETING

7 February 2024

ORDER OF BUSINESS

1. Karakia Timatanga

2. Apologies

3. Notification of Additional Items

Pursuant to Sections 46A(7) and 46A(7A) of the Local Government Official Information and Meetings Act 1987, to receive the Chairperson's explanation that specified item(s), which do not appear on the Agenda of this meeting and/or the meeting to be held with the public excluded, will be discussed.

Any additions in accordance with Section 46A(7) must be approved by resolution with an explanation as to why they cannot be delayed until a future meeting.

Any additions in accordance with Section 46A(7A) may be received or referred to a subsequent meeting for further discussion. No resolution, decision or recommendation can be made in respect of a minor item.

4. Declarations of Interest (if any)

Members are reminded of their duty to give a general notice of any interest of items to be considered on this agenda and the need to declare these interests.

5. Public Comment

To receive comments from members of the public on matters specified on this Agenda or, if time permits, on other Committee matters.

(NOTE: If the Committee wishes to consider or discuss any issue raised that is not specified on the Agenda, other than to receive the comment made or refer it to the Chief Executive, then a resolution will need to be made.)

6. Confirmation of Minutes

Page 7

"That the minutes of the Culture & Sport Committee meeting of 8 November 2023 Part I Public be confirmed as a true and correct record."

REPORTS

7. Presentation - Manawatū Youth Theatre

Page 15

8. Te Manawa Museums Trust: Draft Statement of Intent 2024-27

Page 17

Memorandum, presented by Sarah Claridge, Democracy & Governance Advisor.

9. Committee Work Schedule

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10. Karakia Whakamutunga

11. Exclusion of Public

To be moved:

"That the public be excluded from the following parts of the proceedings of this meeting listed in the table below.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for passing this resolution

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public as stated in the above table.

Also that the persons listed below be permitted to remain after the public has been excluded for the reasons stated.

[Add Third Parties], because of their knowledge and ability to assist the meeting in speaking to their report/s [or other matters as specified] and answering questions, noting that such person/s will be present at the meeting only for the items that relate to their respective report/s [or matters as specified].

PALMERSTON NORTH CITY COUNCIL

Minutes of the Culture & Sport Committee Meeting Part I Public, held in the Council Chamber, First Floor, Civic Administration Building, 32 The Square, Palmerston North on 08 November 2023, commencing at 9.03am

Members Present: Councillor Rachel Bowen (in the Chair), The Mayor (Grant Smith) and Councillors Billy Meehan, Mark Arnott, Lew Findlay, Roly Fitzgerald, Patrick Handcock, Debi Marshall-Lobb, William Wood and Kaydee Zabelin.

Non Members: Councillors Brent Barrett, Orophée Mickalad and Karen Naylor.

Apologies: Councillors Vaughan Dennison and Leonie Hapeta.

Councillor Roly Fitzgerald left the meeting at 12.40pm during consideration of clause 49. He was not present for clauses 49 to 51 inclusive.

Karakia Timatanga

Councillor Roly Fitzgerald opened the meeting with karakia.

40-23 Apologies

Moved Rachel Bowen, seconded Billy Meehan.

The **COMMITTEE RESOLVED**

1. That the Committee receive the apologies.

Clause 40-23 above was carried 13 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Rachel Bowen, Billy Meehan, Mark Arnott, Lew Findlay, Roly Fitzgerald, Patrick Handcock, Debi Marshall-Lobb, William Wood, Kaydee Zabelin, Brent Barrett, Orophée Mickalad and Karen Naylor.

Declarations of Interest

Deputy Mayor Debi Marshall-Lobb declared an interest in item 10 (clause 46): The Globe Theatre Trust – Annual Report 2022-23, but stated she would consider the matter with an open mind.

The Mayor (Grant Smith) declared an interest in item 7 (clause 43):

Presentation – Palmerston North Performing Arts Trust, but stated he would consider the matter with an open mind.

Councillor Kaydee Zabelin declared an interest in Item 9 (clause 45): The Regent Theatre Trust – Annual Report 2022-23, but stated she would consider the matter with an open mind.

41-23 Public Comment

Nick Jessen made public comment in relation to Item 13: Response to the 'Aquatic Facilities and Water-based Recreation Needs Assessment' (refer presentation attached to Minutes). He made the following comments:

- Urged Council not to let other community facility investment decisions as part of Long-Term Plan completely overshadow the pressing need to explore some of the high investment opportunities in Option 3 of the report, as neglecting this will lead to irreparable consequences for two or three generations of aquatic users, including for local competitive swimming and fitness swimmers.
- The proposal of a temporary canopy cover for the outdoor 50m pool at the Lido may be a quick fix, and a relatively cheaper option, but could ultimately undermine the community's long term needs. Short term fixes can have lasting detrimental effects (as per photo of older pool at Kiwa Pools in Gisborne that was covered with a canopy 20 years ago and has now been decommissioned).
- Noted Needs Assessment did not comment on the new 50m covered pool at Kiwa Pools in Gisborne as a relevant case study for comparison.
- Would like to see Option 2 amended such that feasibility studies can be properly undertaken over the next three years in respect of a covered 50m pool option.

Moved Rachel Bowen, seconded Billy Meehan.

The **COMMITTEE RESOLVED**

1. That the Culture & Sport Committee receive the public comment for information.

Clause 41-23 above was carried 13 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Rachel Bowen, Billy Meehan, Mark Arnott, Lew Findlay, Roly Fitzgerald, Patrick Handcock, Debi Marshall-Lobb, William Wood, Kaydee Zabelin, Brent Barrett, Orphée Mickalad and Karen Naylor.

42-23

Presentation - Manawatū GymSports

Presentation by Kylan Taylor, Head of Men's Artistic Gymnastics and Alanah McLeod, Lead Activate Coach, Manawatū GymSports.

Kylan and Alanah provided an update on Manawatū GymSport's Youth Leadership Programme and their Activate Programme for inclusion of all children, as attached to these minutes.

Moved Rachel Bowen, seconded Billy Meehan.

The **COMMITTEE RESOLVED**

1. That the Culture & Sport Committee receive the presentation for information.

Clause 42-23 above was carried 13 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Rachel Bowen, Billy Meehan, Mark Arnott, Lew Findlay, Roly Fitzgerald, Patrick Handcock, Debi Marshall-Lobb, William Wood, Kaydee Zabelin, Brent Barrett, Ophée Mickalad and Karen Naylor.

43-23

Presentation - Palmerston North Performing Arts Trust

Presentation by Margaret May and Sheridan Hickey, Trustees, Palmerston North Performing Arts Trust.

Margaret and Sheridan presented a history of the Trust and previous grant recipients, as attached to these minutes. In addition, they made the following comments:

- Acknowledged the contribution made to the Trust by the Mayor and administrative support generously provided by Council.
- Noted previous grant recipients are still based in Palmerston North and continue to generously give back to the city and inspire others.
- Margaret advised Sheridan is standing down as Chair this year and acknowledged her huge contribution to the Trust and the wider community over many years.
- Two new Advisory Trustees have been appointed: Eli Hancock and Lottie Perry.
- Holding a small ceremony to celebrate this year's scholarship recipients on 28 November.

Moved Rachel Bowen, seconded Billy Meehan.

The **COMMITTEE RESOLVED**

1. That the Culture & Sport Committee receive the presentation for information.

Clause 43-23 above was carried 13 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Rachel Bowen, Billy Meehan, Mark Arnott, Lew Findlay, Roly Fitzgerald, Patrick Handcock, Debi Marshall-Lobb, William Wood, Kaydee Zabelin, Brent Barrett, Orphée Mickalad and Karen Naylor.

Note:

The Mayor (Grant Smith) declared an interest in this item but stated he would consider the matter with an open mind.

44-23

Confirmation of Minutes

Moved Rachel Bowen, seconded Billy Meehan.

The **COMMITTEE RESOLVED**

1. That the minutes of the Culture & Sport Committee meeting of 13 September 2023 Part I Public be confirmed as a true and correct record.

Clause 44-23 above was carried 12 votes to 0, with 1 abstention, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Rachel Bowen, Billy Meehan, Mark Arnott, Lew Findlay, Roly Fitzgerald, Patrick Handcock, Debi Marshall-Lobb, William Wood, Kaydee Zabelin, Brent Barrett and Orphée Mickalad.

Abstained:

Councillor Karen Naylor.

45-23

The Regent Theatre Trust - Annual Report 2022-23

Memorandum, presented by David Lea, Chair, Regent Theatre Trust Board.

Moved Rachel Bowen, seconded Billy Meehan.

The **COMMITTEE RESOLVED**

1. That the Committee receive the Regent Theatre Trust Board's Annual Report 2022-23 (Attachment 2).

Clause 45-23 above was carried 13 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Rachel Bowen, Billy Meehan, Mark Arnott, Lew Findlay, Roly Fitzgerald, Patrick Handcock, Debi Marshall-Lobb, William Wood, Kaydee Zabelin, Brent Barrett, Orphée Mickalad and Karen Naylor.

Note:

Councillor Kaydee Zabelin declared an interest in this item but stated she would consider the matter with an open mind.

46-23

The Globe Theatre Trust - Annual Report 2022-23

Memorandum, presented by Gerry Keating, Manager, Globe Theatre.

Moved Rachel Bowen, seconded Billy Meehan.

The **COMMITTEE RESOLVED**

1. That the Committee receive the Globe Theatre Trust Board's draft Annual Report 2022/23 (Attachment 2).

Clause 46-23 above was carried 13 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Rachel Bowen, Billy Meehan, Mark Arnott, Lew Findlay, Roly Fitzgerald, Patrick Handcock, Debi Marshall-Lobb, William Wood, Kaydee Zabelin, Brent Barrett, Orphée Mickalad and Karen Naylor.

Note:

Councillor Debi Marshall-Lobb declared an interest in this item but stated she would consider the matter with an open mind.

The meeting adjourned at 10.33am.

The meeting resumed at 10.54am.

47-23

Sport Manawatū - Annual Report 2022-23

Memorandum, presented by Ann-Marie Mori, Policy Analyst; Kelly Shanks, Chief Executive, Sport Manawatū and Brad Cassidy, General Manager Partnerships – Māori & Environments, Sport Manawatū.

It was noted that Sport Manawatū has partnership arrangements with Horowhenua, Tararua and Manawatū territorial authorities, as well as with Palmerston North City Council (this was omitted in the report).

Moved Rachel Bowen, seconded Billy Meehan.

The **COMMITTEE RESOLVED**

1. That the Committee receive Sport Manawatū's 2022-23 Annual Report (Attachment 1) presented on 8 November 2023.

Clause 47-23 above was carried 13 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Rachel Bowen, Billy Meehan, Mark Arnott, Lew Findlay, Roly Fitzgerald, Patrick Handcock, Debi Marshall-Lobb, William Wood, Kaydee Zabelin, Brent Barrett, Orphée Mickalad and Karen Naylor.

48-23

Central Energy Trust Arena Masterplan 2023

Memorandum, presented by Dave Charnley, Senior Urban Designer; Ann-Marie Mori, Policy Analyst and John Lynch, Venues Manager.

Moved Rachel Bowen, seconded Billy Meehan.

The **COMMITTEE RECOMMENDS**

1. That Council adopt the Central Energy Trust Arena Masterplan 2023 to inform future decision making, including the 2024-2034 Long Term Plan process.
2. That Council receive the Central Energy Trust Arena Masterplan 2023: Delivery Scenarios (Attachment 2) to inform prioritisation of the 2024-2034 Long Term Plan.

Clause 48-23 above was carried 12 votes to 1, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Rachel Bowen, Billy Meehan, Mark Arnott, Lew Findlay, Roly Fitzgerald, Patrick Handcock, Debi Marshall-Lobb, William Wood, Kaydee Zabelin, Brent Barrett and Orphée Mickalad.

Against:

Councillor Karen Naylor.

49-23

Response to the 'Aquatic Facilities and Water-based Recreation Needs Assessment'

Report, presented by Ann-Marie Mori, Policy Analyst and Kathy Dever-Tod, Group Manager - Parks and Logistics.

Councillor Roly Fitzgerald left the meeting at 12.40pm.

Elected Members requested that a programme to look at investment opportunities, such as partnering with the existing pool network in the city, be considered as part of the 2024-2034 Long-Term Plan, and that consideration of a feasibility study for a new 50m pool be included in Long-Term Plan discussions, to enable Council to be investment-ready.

Moved Rachel Bowen, seconded William Wood.

The **COMMITTEE RESOLVED**

1. That the Culture & Sport Committee receive the 'Aquatic Facilities and Water-based Recreation Needs Assessment' (the Needs Assessment) prepared by RSL Consultants and smartz (Attachment 1).

The **COMMITTEE RECOMMENDS**

2. That Council endorse Option 2 in the report titled 'Response to the 'Aquatic Facilities and Water-based Recreation Needs Assessment''.

Clauses 49.1-23 and 49.2-23 above were carried 12 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Rachel Bowen, Billy Meehan, Mark Arnott, Lew Findlay, Patrick Handcock, Debi Marshall-Lobb, William Wood, Kaydee Zabelin, Brent Barrett, Orphée Mickalad and Karen Naylor.

Moved Grant Smith, seconded Lew Findlay.

3. That Council note the outcomes of the investigation into the low investment opportunities described in this report will be reported

back to Council in time to consider investment in the 2024-34 Long-Term Plan.

Clause 49.3-23 above was carried 10 votes to 2, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Billy Meehan, Mark Arnott, Lew Findlay, Patrick Handcock, Debi Marshall-Lobb, William Wood, Kaydee Zabelin, Brent Barrett and Orphée Mickalad.

Against:

Councillors Rachel Bowen and Karen Naylor.

Moved Brent Barrett, seconded Debi Marshall-Lobb.

4. That a feasibility study for a 50 metre pool be referred to the Long-Term Plan 2024-34 process.

Clause 49.4-23 above was carried 11 votes to 1, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Rachel Bowen, Billy Meehan, Mark Arnott, Lew Findlay, Patrick Handcock, Debi Marshall-Lobb, William Wood, Kaydee Zabelin, Brent Barrett and Orphée Mickalad.

Against:

Councillor Karen Naylor.

Moved Rachel Bowen, seconded William Wood.

Note:

On a motion: 'That Council note the outcomes of the investigation into the low investment opportunities described in this report will be reported back to Council in time to consider assessment and investment in the 2027-37 Long-Term Plan', the motion was tied 6 votes to 6. The Chairperson declared the motion lost, the voting being as follows:

For:

Councillors Rachel Bowen, Mark Arnott, William Wood, Kaydee Zabelin, Brent Barrett and Karen Naylor.

Against:

The Mayor (Grant Smith) and Councillors Billy Meehan, Lew Findlay, Patrick Handcock, Debi Marshall-Lobb and Orphée Mickalad.

50-23

Reserve Management and Development Planning Update

Memorandum, presented by Kathy Dever-Tod, Group Manager - Parks and Logistics.

Moved Rachel Bowen, seconded Billy Meehan.

The **COMMITTEE RESOLVED**

1. That the Committee note the progress on reserve management and reserve development planning.
2. That the Committee publicly notifies its intention to review the Ashhurst Domain Development and Management Plan under the

provisions of the Reserves Act 1977.

Clause 50-23 above was carried 12 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Rachel Bowen, Billy Meehan, Mark Arnott, Lew Findlay, Patrick Handcock, Debi Marshall-Lobb, William Wood, Kaydee Zabelin, Brent Barrett, Orphée Mickalad and Karen Naylor.

51-23 Committee Work Schedule

Moved Rachel Bowen, seconded Billy Meehan.

The **COMMITTEE RESOLVED**

1. That the Culture & Sport Committee receive its Work Schedule dated November 2023.

Clause 51-23 above was carried 12 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Rachel Bowen, Billy Meehan, Mark Arnott, Lew Findlay, Patrick Handcock, Debi Marshall-Lobb, William Wood, Kaydee Zabelin, Brent Barrett, Orphée Mickalad and Karen Naylor.

Karakia Whakamutunga

Councillor Rachel Bowen closed the meeting with karakia.

The meeting finished at 1.18pm.

Confirmed 7 February 2024

Chair

PRESENTATION

TO: Culture & Sport Committee

MEETING DATE: 7 February 2024

TITLE: Presentation - Manawatū Youth Theatre

RECOMMENDATION(S) TO CULTURE & SPORT COMMITTEE

- 1. That the Culture & Sport Committee receive the presentation for information.**
-

SUMMARY

Graham Johnston, Artistic Director, will update the committee regarding future plans for Manawatū Youth Theatre and this year's programme of activity.

ATTACHMENTS

Nil

MEMORANDUM

TO: Culture & Sport Committee

MEETING DATE: 7 February 2024

TITLE: Te Manawa Museums Trust: Draft Statement of Intent 2024-27

PRESENTED BY: Sarah Claridge, Democracy & Governance Advisor

APPROVED BY: Bryce Hosking, Acting Chief Infrastructure Officer

RECOMMENDATION TO COUNCIL

1. That Council

EITHER

A: Increase Te Manawa's operational grant funding in the draft Long-Term Plan 2024-34 to be:

2024/25	2025/26	2026/27
\$3,833,599	\$4,024,056	\$4,217,826

OR

B: Retain operational grant funding levels in the draft Long-Term Plan 2024/34 and instruct Te Manawa to revise its draft Statement of Intent accordingly.

RECOMMENDATIONS TO COMMITTEE

2. That the Committee receive the draft Statement of Intent 2024-27 (Attachment 1) submitted by Te Manawa Museums Trust, subject to Council agreement of Recommendation 1.
3. That the Committee agree that the recommended comments on the draft Statement of Intent 2024-27 outlined in Table 1 be advised to Te Manawa Museums Trust.

1. ISSUE

- 1.1 Te Manawa Museums Trust (Te Manawa) has delivered its draft Statement of Intent 2024-27 (SOI).
- 1.2 The purpose of this report is to provide an opportunity for the Committee to give feedback to Te Manawa on their draft SOI.
- 1.3 The Culture & Sport Committee has the delegation to receive the performance report and agree the Statement of Intent for Te Manawa on Council's behalf.

1.4 Under the Local Government Act 2002 (LGA), when preparing the final SOI, a Council Controlled Organisation (CCO) must consider any comments made on the draft by the Council.

2. BACKGROUND

2.1 Te Manawa is a CCO, which was set up to manage the Te Manawa Museum. A CCO is an organisation in which Council has the right to appoint at least 50% of the trustees and must work towards Council's objectives on its behalf.

2.2 The Council is required by the LGA to regularly undertake performance monitoring of its CCOs. Council is required to evaluate:

- the contribution of each CCO to the Council's objectives for the CCO,
- the desired results set out in the SOI; and
- the overall aims and outcomes of the Council based on the six-month reports.

3. COUNCIL OBJECTIVES FOR TE MANAWA

3.1 It is good practice for a shareholder (e.g. Council) of a CCO to outline what it expects of its CCO, and to clarify the roles and responsibilities of the CCO Board and Council in a Statement of Expectations (SOE).

3.2 In December 2023, Council agreed a Statement of Expectations (SOE) 2022/23 for Te Manawa until June 2025. In doing so it recognised that Council's objectives¹ for Te Manawa remain the same in the short term. A new three-year SOE will be agreed later this year, to reflect Council's new strategic direction (due to be agreed in June 2024).

3.3 Council's priorities under Goal 2: A Creative and Exciting City to which Te Manawa contributes to are:

- Celebrate the city's history and diversity and build on the strength of being a city of many cultures and languages.
- Be a creative city that nurtures and celebrates the arts.
- Develop a national reputation as an exciting city with plenty to do at night and on weekends.

3.4 Te Manawa has incorporated these objectives into their key performance indicators which are grouped as:

- Innovative experiences that attract visitors,
- Enhanced Learning and Development; and
- A collaborative and future focused organisation.

¹ See column 1 of Table 3.

4. DRAFT STATEMENT OF INTENT 2024-2027

4.1 The Board has presented a draft SOI (Attachment 1) that aligns with Council's strategic direction and addresses the Statement of Expectations, as outlined in Table 1 below.

Table 1: Comparison of Te Manawa's SOI with Council's Statement of Expectation

Objectives from Council's Statement of Expectation	Te Manawa's Draft SOI 2024-27	Comments + Recommendations for Final SOI 2024-27
Develop contributions to the actions in the Arts & Heritage and Events & Festivals chapters of the Creative and Liveable City Strategy of the 2021-31 LTP.	The Board demonstrates a clear link between its strategic objectives and Council's strategic direction.	No comment.
Focus on engaging local communities in relevant and meaningful learning experiences.	Highlighted in Objective 2: Te Manawa will continue to provide free education programmes to schools in the region and run the ELC learning programmes. Additional actions include: <ul style="list-style-type: none"> • Implementing at least one secondary school learning programme. • Developing public programmes based around exhibitions and galleries; and • Develop collaborative opportunities with non-school educational programme providers. (page 11) 	No comment.
Focus on developing and growing use of and access to collections.	Outlined in Objective 1; actions include: <ul style="list-style-type: none"> • Working with Rangitāne to weave Te Ao Māori into all semi-permanent galleries. • Engaging the sensory diverse in the new Science Centre development. • Develop and implement at least two public programmes annually 	No comment.

Objectives from Council's Statement of Expectation	Te Manawa's Draft SOI 2024-27	Comments + Recommendations for Final SOI 2024-27
	<p>relating to collections.</p> <ul style="list-style-type: none"> Continue digital outreach to promote collections. 	
<p>Focus on attracting visitation and external funding.</p>	<p>Included as part of its core service on page 6.</p> <p>Objective 1 explains how Te Manawa aims to attract visitors using creative marketing and digital engagement.</p> <p>A range of actions to attract different communities to the museum are listed under Objective 1. Actions include:</p> <ul style="list-style-type: none"> Delivering a programme of balanced, exciting, and frequently changing exhibitions; aligning attractions to support Council's cultural events; and, Engaging visitors with on-site activities and celebrating Matariki and Local History Week. <p>Actions to attract external funding include:</p> <ul style="list-style-type: none"> Seeking external revenue to assist in cost of delivering the education programme (Objection 2), and Implementing the Te Manawa Revenue Strategy with a focus on philanthropic and sponsorship contribution (Objection 3). <p>'Visitor Numbers' and External Revenue are also performance measures.</p>	<p>No comment.</p>
<p>Develop a thorough and evolving understanding of the community.</p>	<p>All three objectives include actions to collaborate with different groups, for example, schools, Rangitāne, and non-school providers.</p>	<p>No comment.</p>
<p>Continue to work on stakeholder engagement. Activities</p>	<p>Te Manawa has listed several actions under Objective 3 which involve working with different bodies to</p>	<p>No comment.</p>

Objectives from Council's Statement of Expectation	Te Manawa's Draft SOI 2024-27	Comments + Recommendations for Final SOI 2024-27
should include: <ul style="list-style-type: none"> Applying the Strategic Relationship Strategy 	progress different projects, these include: Rangitāne, founding societies, Council, the NZRM, and tertiary partners.	
<ul style="list-style-type: none"> Maintaining a strong relationship with Rangitāne – through activity-based approaches 	Te Manawa plans to continue to maintain a strong relationship with Rangitāne at governance levels and through activities (Objective 3).	No comment.
<ul style="list-style-type: none"> Strengthening the partnership with the New Zealand Rugby Museum 	An action in Objective 3 involves strengthening the relationship through the Peter Bush archive project.	No comment.
<ul style="list-style-type: none"> Working with Te Manawa's founding trusts to address shared objectives. 	Te Manawa to collaborate with founding societies on two new initiatives to grow support and general donations.	No comment.
Activities to include in Performance Measures: <ul style="list-style-type: none"> support for inclusive and diverse community events. support for whānau, hapū and iwi to create and deliver arts experiences support for Rangitānenuiarawa contribute to environmental sustainability (all from the Arts Chapter of 2021-2031 Art and Heritage Plan).	Te Manawa has not created a performance measure to support Māori to deliver art experiences . Instead Te Manawa has developed several specific actions to achieve, for each year of the SOI. These include: <ul style="list-style-type: none"> Working with Rangitāne to develop exhibitions, learning resources and programmes (from Objective 1) Implement kaupapa Māori Strategy (from Objective 3) Collaborate with whānau, hapū and iwi to bring Toi Māori exhibitions to Te Manawa (Objective 3) Te Manawa has not created an environmental sustainability performance measure, but has outlined several actions to achieve,	<u>Encouraging Māori</u> Te Manawa's actions identified on the left reflect the expected outcomes of Council's SOE. <u>Environmental Sustainability</u> Officers consider

Objectives from Council's Statement of Expectation	Te Manawa's Draft SOI 2024-27	Comments + Recommendations for Final SOI 2024-27
	<p>these include:</p> <ul style="list-style-type: none"> • Work with PNCC to replace fleet vehicles with electric or hydrogen • Reduce paper use and • Work with PNCC to install LED lighting 	<p>these actions to be underwhelming and recommend Elected Members challenge Te Manawa to be a bit more ambitious.</p> <p>Several actions rely on Council support to be achieved rather than seeking external resourcing.</p> <p>Recommendations</p> <ol style="list-style-type: none"> 1. Make Environmental Sustainability actions more ambitious. 2. Consider seeking funding from external resources for actions.
<p>Outline approach to: good governance practices – consider intention to reflect the diversity of Palmerston North in the membership of the Board.</p>	<p>Te Manawa has outlined its governance practices in the Statement of the Board's approach to governance section.</p> <p>The Board has listed in its approach to governance: to 'encourage and maintain diversity in all elements of its organisation'</p> <p>An action in Objective 3 is to Work with PNCC to reflect the diversity of Palmerston North in its Board.</p>	<p>The Te Manawa Trust Board already has two permanent seats on its board for representatives from Rangitāne o Manawatū. The Board can also co-opt two trustees annually.</p>
<p>Outline approach to honouring and implementing Te Tiriti o Waitangi partnership</p>	<p>Recognition of Te Tiriti is mentioned in the trust deed (page 6).</p> <p>Several objectives and actions refer to collaborating with Rangitāne and Māori to develop exhibitions and implement strategies.</p> <p>Under "How we operate" Te</p>	<p>Throughout the SOI, Te Manawa outlines its approach to honouring Te Tiriti o Waitangi.</p>

Objectives from Council's Statement of Expectation	Te Manawa's Draft SOI 2024-27	Comments + Recommendations for Final SOI 2024-27
	<p>Manawa states: We will continue to work closely with Rangitāne, as mana whenua to ensure Rangitanenuiarawa in the telling of pūrākau and the appropriate tikanga in the kaitiakitanga of taonga. (page 15)</p>	
<p>Outline approach to engaging with and participation by under-represented communities</p>	<p>Actions under Objective 1 include: Continue to engage with the city's less-represented communities (NOA programme, MIAB, Tamariki exhibition space) with the aim in 2026-27 to explore exhibition opportunities with one of these groups.</p>	<p>No comment.</p>
<p>Identify ongoing environmental control issues preventing the Art Gallery from hosting touring exhibitions.</p> <p>Developing a proposal including budget and timeline to resolve these issues.</p>	<p>Not specifically mentioned.</p> <p>Te Manawa states they will work with PNCC to develop a new purpose-built building.</p>	<p>Any major investment in the building has been delayed until Council decides on the Civic and Cultural Precinct.</p>

Financial Commentary

- 4.2 The budgeted financial performance is in surplus for the next 3 years.
- 4.3 Council's operational grant remains the main source of revenue for the Trust. The figures include the request set out in section 5.
- 4.4 Forecasted fundraising and sponsorship is set to increase from \$186,000 in 2023/24 to \$205,000 a year over the life of the SOI.

Table 2: Te Manawa’s SOI Summary Financials

	Budget	SOI		
Summary Financials (\$)	23/24	24/25	25/26	26/27
Financial Performance				
PNCC Grant	3,756,570	3,833,599	4,024,056	4,217,826
Total Revenue	4,266,820	4,501,799	4,597,040	4,828,847
Total Expenses	4,207,092	4,596,933	4,694,571	4,923,467
Net Collection Movements	15,000	97,500	100,000	100,000
Net Surplus (Deficit)	74,728	2,366	2,469	5,380
Financial Position				
Current Assets	916,469	809,894	832,472	696,258
Total Assets	19,176,289	21,999,494	22,046,314	22,103,236
Current Liabilities	825,413	825,774	866,752	909,777
Total Liabilities	828,723	827,049	869,018	912,943
Equity	18,347,566	21,172,445	21,177,296	21,190,293
Cash Flows				
Total Net Cash Flows	45,484	(703,894)	5,900	(157,093)
Opening Cash	401,874	1,064,963	361,069	366,969
Closing Cash	447,358	361,069	366,969	209,876

- 4.5 From 2023/24 to 2024/25, budgeted total expenses has increased 9.3% mostly due to increased personnel costs (\$600,414).
- 4.6 Collection Assets have been revalued which accounts for the increase in equity.
- 4.7 Net cash flow reflects the Trust's commitment to investing in activities including purchase of exhibitions, collection assets, plant, and leasehold improvements.

5. ADDITIONAL GRANT FUNDING REQUEST FOR THE 2023/24 YEAR

5.1 Te Manawa has requested the following increases in its Council grant over the next three years. Each year the additional grant from the previous years is included in the base grant.

Table 3: Summary of Requested Grant funding

	2024-25	2025-26	2026-27
Council Base amount	\$3,681,899	\$3,792,356 (includes CPI 3%)	\$3,906,126 (includes CPI 3%)
Requested increase	\$151,700	+\$151,700(24/25 increase) \$80,000 (additional)	+\$151,700 (24/25 increase) +\$80,000 (25/26 increase) \$80,000 (additional)
Total grant	\$3,833,599	\$4,024,056	\$4,217,826

Table 4: Impact of request for Council

	2024/25	2025/26	2026/27
As per LTP 2024-34	\$3,681,899	\$3,755,537	\$3,838,012
Difference as per SOI request	\$151,700	\$268,519	\$379,814
Difference impact on rates	0.12% increase	0.19% increase	0.25% increase

5.2 Te Manawa's letter (Attachment 2) explains the background for the increased grant request.

6. NEXT STEPS

6.1 Any Committee comments on the draft SOI will be communicated in writing to Te Manawa.



6.2 Te Manawa will deliver their final SOI to the Committee on or before 26 June 2024.

6.3 If recommendation 1A is agreed by the Committee, it will be considered by Council on 14 February for inclusion in the draft Long-Term Plan.

7. COMPLIANCE AND ADMINISTRATION

Does the Committee have delegated authority to decide?	No
Are the decisions significant?	No
If they are significant do, they affect land or a body of water?	No
Can this decision only be made through a 10 Year Plan?	No
Does this decision require consultation through the Special Consultative procedure?	No
Is there funding in the current Annual Plan for these actions?	Yes
Are the recommendations inconsistent with any of Council's policies or plans?	No
The recommendations contribute to Goal 2: A Creative and Exciting City	
The recommendations contribute to the achievement of action/actions in the Arts and Heritage	
The action is: to support CCOs to achieve the objectives of the Arts and Heritage Plan.	
Contribution to strategic direction and to social, economic, environmental, and cultural well-being	Providing comments on the draft Statement of Intent is a mechanism for Council to provide guidance and direction to Te Manawa Museums Trust Board.

ATTACHMENTS

1. Te Manawa Museums Trust_ Draft Statement of Intent 2024-2027 [!\[\]\(815df092dd722ee9268ef8e6d0193e3a_img.jpg\)](#)

2. Letter from Te Manawa Museums Trust [!\[\]\(0c564128c6342bd2f601e97f4518828a_img.jpg\)](#) 

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Te Ara Hihiri

Draft Statement of Intent

2024/25 – 2026/27
TE MANAWA MUSEUMS TRUST



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Contact details

Address	Te Manawa Museums Trust Private Bag 11055 Palmerston North	Legal Status	Te Manawa Museums Trust is a Council-Controlled Organisation (CCO) for the purposes of the Local Government Act 2002 and operates as a charitable trust under the Trusts Act 2019. It is a not-for-profit CCO.
Website	www.temanawa.co.nz		
Phone	(06) 355 5000		
Email	enquiries@temanawa.co.nz		
Main Contact	Susanna Shadbolt	Charities Registration number	CC38836
Role in CCO	Chief Executive	Trustees	Caroline Tate - Chair Adrian van Dyk – Deputy Chair Peter Te Rangi Terry Hapi Geoffrey Jameson Alison Rudzki
Phone	(06) 355 5000		
Email	susanna.shadbolt@temanawa.co.nz		

Wāhinga korero

Foreword

Te Manawa acknowledges the people of Rangitāne. We are thankful for the ongoing guidance of mana whenua and are grateful for the continued support of Palmerston North City Council, the people of Palmerston North City, Manawatū, and our founding partners.

“Whakatō ngā kakānō o te ao marama, kia puawai.”
Plant the seeds of tomorrow through the stories that we share.

Te Manawa Museum serves our communities by providing access to exhibitions, programmes and events that showcase art, science, and heritage, and by protecting taonga tuku iho and objects in our care.

The past year has seen many changes and many successes as we see the influence of a change of leadership and management team. We are excited by the progress we have made and the continuation of this positive direction and know that we have built a strong foundation for moving forward. As we build our roadmap for 2030, we will plan and prioritise the upgrade work across the Museum and Art Gallery over the next six years. This will allow us to truly act with purpose.

Highlights of the year have been; the implementation of Mātauranga Rangitāne learning programmes; the internally developed exhibition *Paul Dibble: Continuum* and the Sandy Adsett and Rita Angus exhibitions in the Art Gallery; seeing *Te Rangi Whenua* revived with the installation of Te Wānanga o Aotearoa *He Ara Whāriki* exhibition; the Council funded exhibition *Six Extinctions* that was developed by Gondwana Studios which has attracted thousands of visitors; and a host of collection displays throughout the year in the *Manawatū Journeys* Gallery. It has been wonderful to see the variety of exhibitions across all of Te Manawa’s strands.

Working with the New Zealand Rugby Museum we acquired the vast and nationally significant Peter Bush photography collection and secured a substantial funding grant through Lotteries, which enables us to start documenting this valuable archive.

The first year of offering free learning programmes to local schools has been highly successful with many teachers expressing gratitude as they struggle to source affordable quality off-site education opportunities for their whānau. We will continue to support schools in implementing the Aotearoa NZ Histories Curriculum.

This Statement of Intent covers our approach to increasing Te Ao Māori across the Museum; the new Science Centre development; a focus on visitation to the Museum and Gallery (moving away from Outreach), and prioritising revenue generation. In order to be efficient and fiscally prudent, a focus on visitation and revenue is a priority.

We would like to thank our key stakeholder, Palmerston North City Council for making what we do possible. Our gratitude must also be extended to our local iwi, arts, science and historical societies, Manawatū District Council, our corporate sponsors, and the public, for continuing to engage with us, and most importantly, for visiting!

COMMITTEE WORK SCHEDULE

TO: Culture & Sport Committee

MEETING DATE: 7 February 2024

TITLE: Committee Work Schedule

RECOMMENDATION TO CULTURE & SPORT COMMITTEE

1. That the Culture & Sport Committee receive its Work Schedule dated February 2024.

COMMITTEE WORK SCHEDULE – FEBRUARY 2024					
Item No.	Estimated Report Date	Subject	Officer Responsible	Current Position	Date of Instruction/ Clause number
1.	TBC	Scope and cost of a needs assessment for performance spaces	Chief Planning Officer / Chief Customer Officer	To be addressed via LTP	Council 31 May 2023 Clause 88.16-23
2.	February 2024	Draft Statement of Intent 2024-2027 – Te Manawa	Acting CE Unit Manager		Terms of Reference
3.	March 2024	Annual Sector Lead Report: Creative Sounds Society Incorporated (The Stomach)	Chief Customer Officer		22 November 2023 Clause 43-23
4.	March 2024	Annual Sector Lead Report: Community Arts Palmerston North Incorporated (Square Edge Community Arts)	Chief Customer Officer		22 November 2023 Clause 43-23

5.	March 2024	Six Month Performance Report – The Globe and The Regent	Acting CE Unit Manager		Terms of Reference
6.	March 2024	Draft Statement of Intent 2024-2027 – The Globe and The Regent	Acting CE Unit Manager		Terms of Reference
7.	June 2024	Rural Games – annual presentation	Acting CE Unit Manager		Council 31 May 2023 Clause 88.11-23
8.	June 2024	Final Statement of Intent 2024-2027 - Te Manawa, The Globe and The Regent	Acting CE Unit Manager		Terms of Reference
9.	June 2024	Development of conservation plan for Caccia Birch House and property, costed and included in the CBH Masterplan programme of work for 2023/24	Chief Infrastructure Officer		Council 2 June 2021 Clause 50.5-21
10.	June 2024	Annual report from PN Public Sculpture Trust	Chief Customer Officer		Council 29 April 2019 Clause 36.4
11.	June 2024	Annual progress report on the development of heritage themes, including military heritage, across Council programmes	Chief Planning Officer		10 August 2022 Clause 17.2
12.	September 2024	Annual report on Maintenance and Renewal Plans and Budgets for	Chief Infrastructure Officer		25 June 2018 Clause 19.2

		Cultural Facilities			
13.	September 2024	Statement of Expectations 2025/28 – Te Manawa, The Globe and The Regent	Chief Customer Officer		Terms of Reference
14.	September 2024	Play Policy Annual Implementation Monitoring Report	Chief Customer Officer		14 April 2021 Clause 12-21
15.	September 2024	Annual Report 2023-2024 – The Regent, The Globe, Te Manawa	Acting CE Unit Manager		Terms of Reference
16.	November 2024	Annual Report: Sport Manawatū 2023/2024 to Palmerston North City Council	Chief Planning Officer		Terms of Reference
17.	June 2025	Review of in-house service delivery of Caccia Birch House	Chief Customer Officer		Council 2 June 2021 Clause 50.7

ATTACHMENTS

NIL